

# **EASTERN GOLDFIELDS 4WD CLUB**

## **BY - LAWS**

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### **1. MEMBERSHIP**

- 1.1. Club membership shall be open to all persons who have reached the age necessary to qualify for a driver's licence.
- 1.2. Membership shall be defined as: SINGLE MEMBERSHIP and FAMILY MEMBERSHIP
- 1.3. The personal safety of any member or visitor shall be the sole responsibility of that person. The club, its Officers or Members shall accept no legal responsibility whatsoever for the safety of any member or visitor to the Club, present at or taking part in any activity of the Club, regardless of the cause of any accident or injury.
- 1.4. Visitors are encouraged and shall be allowed to attend three general meetings and two trips before for membership.
- 1.5. Financial Members must attend a minimum of two (2) General Meetings per half year or their voting rights and benefits will be revoked.

### **2. MEMBER CONDUCT**

- 2.1. Members shall be prepared to conform to majority decisions under the guidance of the Trip Leader whose authority must be accepted at all times. Should it be necessary, a Trip Leader shall be empowered to recommend to the Executive Committee that a member or members be banned from future trips or be asked to resign from the Club for refusal to comply with reasonable control.
- 2.2. No firearms or pets shall be allowed on any Club outing.
- 2.3. All hygiene decisions shall be made by the Trip Leader. At roadside stops the rule to be followed is: Ladies to the left, Gents to the right. In all cases, faeces shall be buried.
- 2.4. No member shall have the right to invoke his Club membership whilst on private trips.
- 2.5. Every care shall be exercised in lighting and control of fires and all fires shall be properly extinguished on leaving the area. No fire is to be lit in prohibited areas or during prohibited periods.
- 2.6. Drivers of vehicles shall not consume alcohol while travelling in convoy.
- 2.7. The Club does not condone the use of drugs.

### **3. EXECUTIVE COMMITTEE**

- 3.1. The President, Treasurer, Social Officer and Assistant Trips Co-ordinator shall be elected at the Annual General Meeting, and Vice President, Secretary, Trips Co-ordinator, Publicity Officer and Events Recorder shall be elected at the Special General Meeting which shall be held in the month of October. Their tenure shall be until the Annual General Meeting or the Special General Meeting in October as applicable.
- 3.2. Any member of the Executive Committee who fails to attend three (3) consecutive committee meetings without leave or who fails to discharge his/her committee obligations to the Club may be required to vacate his/her office.
- 3.3. Should a vacancy occur on the Executive Committee during the club year, a member may be elected at a General Meeting to fill that vacancy on the Committee.

- 3.4. Any retired officer shall be eligible for re-election.
- 3.5. The following records shall be kept:
  - i) Accurate minutes of all meetings, ii) A register of Club members.
  - iii) Books of all accounts showing Revenue and Expenditure.
- 3.6. The Chairperson of any Executive Committee meeting shall have a second or casting vote if required.
- 3.7. The required quorum for any Executive Committee meeting shall be determined by the Committee but shall not be less than five (5) officers.
- 3.8. The Executive Committee shall have the power to invite any other person(s), whom it considers may *be* of assistance, to attend Committee meetings.
- 3.9. The Chairperson has the right to hold any item of business in camera.

#### **4. TRIPS COMMITTEE**

- 4.1. The Trips Committee shall be responsible for the organisation and conducting of Club Trips and outing's or other functions as requested by the Executive Committee.
- 4.2. The Trips Committee shall be a standing committee of the Executive Committee and shall preferably consist of ten percent (10%) of Club members.

#### **5. MANDATORY EQUIPMENT/SCRUTINEERING.**

- 5.1. It is the responsibility of each Club member to comply with the Trips Committee to scrutineer their vehicle(s) annually in order to ascertain that each vehicle and its equipment complies with the Club mandatory list.
- 5.2. On major trips (3 days or more) all mandatory equipment must be inspected and vehicles serviced prior to departure.

#### **6. VOTING**

- 6.1. Each financial member present at an Annual General Meeting, General Meeting or Special General Meeting shall be entitled to vote.
- 6.2. Each Single member is entitled to one vote. Each Family membership is entitled to two votes.
- 6.3. At all meetings voting shall be by a show of hands, or if requested by at least one-tenth (1/10) of members, by secret ballot.
- 6.4. In the event of an equality of votes the Chairperson shall have a second or casting vote.
- 6.5. For the election of Club Office Bearers at the Annual General Meeting and at the Special General Meeting in October, voting shall be by secret ballot and shall be on a first past the post basis.
- 6.6. All Executive positions must have a nominee by the General Meeting preceding the Annual General Meeting, If no nominations are received, by this meeting and existing Officers are willing to continue it shall be accepted.

#### **7. ANNUAL FEES**

- 7.1. The annual subscription fees for each Club year shall be recommended by the Executive Committee.

- 7.2. Applications for membership received after the 30<sup>th</sup> September of each year shall incur a reduced subscription fee.

## **8. CLUB FUNDS**

- 8.1. All Club funds shall be banked with such Bank or Building Society as the Executive Committee shall decide.
- 8.2. The Club Treasurer shall present a monthly statement of accounts to the Executive Committee, such statement shall be available for perusal by members of the Club.
- 8.3. The accounts of the Club shall be audited at least annually by the auditor(s) appointed at the previous Annual General Meeting. Club year end accounts shall be reported on an accrual basis, otherwise monthly accounts may be reported on a cash basis.
- 8.4. Expenditure of Club funds shall be authorised by the Executive Committee.

## **9. INCOME AND PROPERTY**

- 9.1. The income and property of the Club, wheresoever derived, shall be applied solely toward the promotion of the objects of the Club and all monies so applied shall be at the discretion of the Executive Committee.
- 9.2. No money shall be paid to individual members of the Club unless by way or reimbursement of monies spent on behalf of the Club or for services rendered at the request of the Club and then only if approved by the Executive Committee.

## **10. VEHICLE IDENTIFICATION SYMBOL**

- 10.1. A member who disposes of a vehicle to which a Club symbol has been attached shall remove the symbol from the said vehicle.

## **11. AMENDMENT TO THE BY-LAWS**

- 11.1. These by-laws may be amended at a General Meeting provided at least fourteen (14) days notice has been distributed to each member. Any such amendments shall require a majority vote of members present.